

Public Works Committee Meeting

February 18, 2016

Minutes

Called to Order: @. by Trustee Harold Barry

Present: Mayor Ron Gunter, Clerk Jinny Szymiski, Trustee Steve Nero, Trustee Bruce Barker, Trustee Marie Guzzo, Trustee Linda Liddle, Trustee Jim Addington, Trustee Harold Barry, Village Manager Steve May, Finance Director Spencer Parker, Community Development Director Jill Ziegler, Public Works Director Mike Ramsey, Public Works Supervisor Virgil Viscuso, Public Works Supervisor Jim Cates, Public Works Supervisor Noriel Noriega, Police Chief Tom Mulhearn, Deputy Police Chief Jim Gunther, and Deputy Fire Chief Steve Riley, Fire Chief Dave Weiss, Deputy Fire Chief Jim Connelly, and Chamber of Commerce Director Larry Forssberg.

Pledge of Allegiance

Approval of Minutes: Minutes from 12/10/2015 were approved.

Director Mike Ramsey presented to individuals the IEPA/ISAWWA Water Operator Oath of Integrity. Mayor Ron Gunter read the Oath and distributed the certificates. Trustee Harold Barry pointed out the Water Division was out on a water main break during cold temperature and extended his appreciation for the work they perform.

Open Forum:

A landlord discussed with the committee regarding the water billing cycle with tenants renting different properties. Notices go out to the tenants regarding unpaid water bills. There was an issue with a final read that was taken out of the security deposit of \$40.00. The landlord received a final bill for \$900.00 through a payment arrangement. The landlord would like to know why they were not involved in the arrangement or notified. Director Mike Ramsey stated there is one buffalo box for the building and if the Village shuts the water off, all units would be affected. Director Mike Ramsey stated the owner should be notified when there are issues regarding a bill and it is also the responsibility of the owner to make sure tenants are paying the bill. Finance Director Spencer Parker would like to investigate this further to get all the details from the Clerk's office and review the process.

A resident from Doe Circle stepped to the podium to discuss snow plowing issues. He has a concern regarding snow plow drivers tearing up the parkway. The resident would like to know if the Village replaces the parkway. Director Mike Ramsey will put in a work order to have that repaired in the spring.

Unfinished Business:

1. Cumnor Road was discussed by Director Mike Ramsey with concerns as far as snow removal. The road is unable to have salt added to it which causes the surface to ice over after snow is removed. The plan for snow removal is to continuously be in the area to remove the snow. A brush may be used also in the future. The brush attachment is about \$26,000.00, which may not be feasible for just one road. Trustee Harold Barry posed the question if the Village was

informed of how the snow may react with the concrete. Supervisor Noriega was told the ground thermal should melt the snow but this has not happened. The endloader with a rubber blade will get parked out there for crew members to get into it and clear the road more often. The blade for the road is almost at the end of its use with the light winter.

2. Finance Director Spencer Parker discussed with the committee the 2015-2016 Water Rate Study. The water revenues covered operating costs but not capital items. There are roughly 596 out of 6,911 residents who use less than 1000 gallons in the billing cycle. There are varying rates for the first 1000 gallons. An option to look at would be to move the rate to \$9.59 per 1000 gallons with the \$5.00 administrative fee. This would increase revenue by \$503,000 per year. The second option would be a flat fee for all water used with the rate at \$9.97 per 1000 gallons which would generate \$663,000 per year. The third option is to bill at \$5.00 for the first 1000 gallons with a rate of \$10.30 per 1000 gallons for a revenue of \$638,000. Shifting a rate structure would benefit those using less water. There was a consideration to go to monthly billing as well. The convenience fee would be paid twice as often as well. Manager Steve May discussed the rates have not changed since 2009 for the Village. The additional revenue would be for the capital improvement plan. If the billing goes monthly, there would be more man hours that goes into billing. Trustee Bruce Barker asked about what advantages the flat rate has if any. Director Mike Ramsey stated the administrative fee is to cover the troubleshooting trips the crew members spend going out on calls. The Village does not charge the customer for the trips out. Trustee Harold Barry likes the second option. Trustee Steve Nero expressed he did not like option three. Manager May stated this will need to be looked at sometime in March. Director Mike Ramsey stated in the next five years, the Water Division would need \$9,000,000.00 for all capital projects. Central tower is also 15 years past its expiration. The tower is safe but will need to be replaced. The Village Board will need to look into option two.
3. Director Mike Ramsey stated the Village was approached by Darien to see if the Village was interested in taking over Suffield Gardens for water. The Village would supply the property with Westmont water. There is a proposal for the design work of the water main to be put in with the disconnect from Darien. Darien had multiple repairs due to the age of the water main. The problem with the main was at 63rd St. and Cass Ave. The Darien main will be disconnected at 67th St. and Cass Ave. The Village will gain more water customers as well. The construction costs will be about \$75,000.00. The current water rates for the complex are lower with Darien's water rates. This will need to be discussed with the homeowners association.
4. Manager Steve May updated the committee with the lot 117 agreement with St. Joseph Creek. The initialization to set up the SSA is set for a hearing on March 31st. There is a fence encroachment issue that still needs to be addressed.
5. Mayor Ron Gunter had a meeting with the residents of Birch Point condos. They have a private road that residents on Morning Glory Circle to the south are cutting through to get out to Cumnor Rd. The private road is falling apart and the condo association is looking to the Village for assistance since the Village designated that Morning Glory Circle would not be a dead end. The Village attorney stated public funds should not be used to fund private property projects. The road would need to be dedicated to the Village in order to make improvements by the Village. The road is about 20 feet wide as the average is 27 feet. The second issue was Fullers Car Wash with operational noise, odors, and stormwater issues. The Village and Code Enforcement are looking into these issues at the time. Supervisor Noriel Noriega stated the amount to bring that road up to Village standard is just around \$95,000.

New Business:

1. Manager Steve May noted to Chairman Trustee Harold Barry with the time restraint of the meeting before the Board Meeting starts, the items can be discussed after the Board Meeting or be reviewed in the packet.

Reports:**Chairperson:**

1. Trustee Harold Barry spoke with Chief Mulhearn with regards to Richmond and Cass Ave. Traffic is ignoring the double yellow and driving around lanes when traffic is backed up. With the Church and the dance studio there, ideas need to be brought up as to how to solve the problem.
2. The Water Division employees were thanked for water main breaks with the bad weather.

Street Division:

1. There will be an essay and art contest for Arbor Day this year with schools involved. Twenty trees will be planted for Arbor Day. It is the 20th anniversary for the Village this year in Tree City U.S.A.
2. There were not many snow events and there is salt filled at the facilities. The contract for next year will be reduced with 600 tons from County and 400 tons from State.

Water Division:

1. Well #13 pictures were shown to the Committee as repairs will need to be made in the upcoming year. The main for the well runs down Linden. If the line is abandoned due to stormwater efforts, the Well will need to be abandoned also. The ceilings are falling in with the roof leaking. The repairs will become costly with power box updates and ceiling repairs. The quality of the water in the well is fine, but the repair bill will be about \$150,000

Engineering Division:

1. The 2016 Spring Resurfacing contract has been put together with about 7.5 miles of roadway to be resurfaced. The project will go out to bid in March.
2. There was a bid opening today for the CBD LED changeout program to retrofit all lights in the CBD with LED bulbs on the decorative ten foot poles. The low bidder was at \$50,250.00. There also was a \$25,000 grant that was secured also. This year will get 150 lights completed out of 223 poles.

Fleet Maintenance:

1. Fire Deputy Chief Connelly talked about ladder truck 1839 being out of service for 3 months with \$31,000 in repairs. Virgil stated nothing visible at the time would show for a major issue with the ladder testing. The truck will be put back in service and look to trade in for a replacement. To build out a truck will be about 18 months. There are different payment options and a lease would be most cost effective. Guidance from the Board is needed for moving forward.

Meeting motioned to adjourn by Trustee Jim Addington, seconded by Trustee Steve Nero.

